

# 2020 SAFETY PLAN

**FLORAL PARK  
LITTLE LEAGUE  
FLORAL PARK, NEW YORK 11001**



**LEAGUE LINK:  
[www.floralparklittleleague.com](http://www.floralparklittleleague.com)  
LEAGUE I.D. NUMBERS:  
02322905**

**Mailing Address:  
Floral Park Little League  
PO Box 20038  
Floral Park, NY 11001  
Park Contact Number: FPRC / Shelter House  
516-326-6334**

# Floral Park Little League Board

**Rich Provost** President

**Gerard McCarren** 1st Vice President

**Doug Madden** 2nd Vice President

**Craig McQuade** Treasurer

**Dave Bonagura** Recording Secretary, Schedule Chairman, Summer & Fall Ball Chairman

**Bobby Bressmer** Coaches Agent, Rules Chairman

**Paul Scarapicchia** Correspondence Secretary, Special Events Chairman

**Tom Van Buskirk** Safety Officer, Technology Chairman

**Jimmy Reda** Volunteer, Website, and Scholarship Chairman

**Thomas Sudol** Player Agent

**Christine Hand** Player Agent

**Tim Leonard** Audit Chairman

**Rick Ciaffone** Yearbook Chairman

**Joe Ragusa** Co-Equipment Chairman

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**Douglas Hayden** Honorary Board Member

**Fran Leary** Director Emeritus

**Robert Regan** In Remembrance

# FLORAL PARK LITTLE LEAGUE MISSION STATEMENT

The Floral Park Little League has afforded the boys and girls of our community the opportunity to play baseball and softball since 1953. Over the years many people have generously volunteered their time to allow the League to introduce baseball and the traits of character, courage, and loyalty to thousands of children.

Today the Floral Park Little League continues the long-standing tradition of affording the children the opportunity to play baseball. With over 600 players, the League is a cornerstone of development for the children of the community. Parades, tournaments, playoffs, and championships all add to the excitement of Little League baseball.

Little League Baseball, Incorporated is a non-profit organization whose mission is "to promote, develop, supervise, and voluntarily assist in all lawful ways, the interest of those who will participate in Little League Baseball." Through proper guidance and exemplary leadership, the Little League program assists youth in developing the qualities of citizenship, discipline, teamwork and physical well-being. By espousing the virtues of character, courage and loyalty, the Little League Baseball and Softball program is designed to develop superior citizens rather than superior athletes.

## **EMERGENCY CONTACT NUMBERS**

**MEDICAL** 911

**FIRE** 911

**POLICE** 911

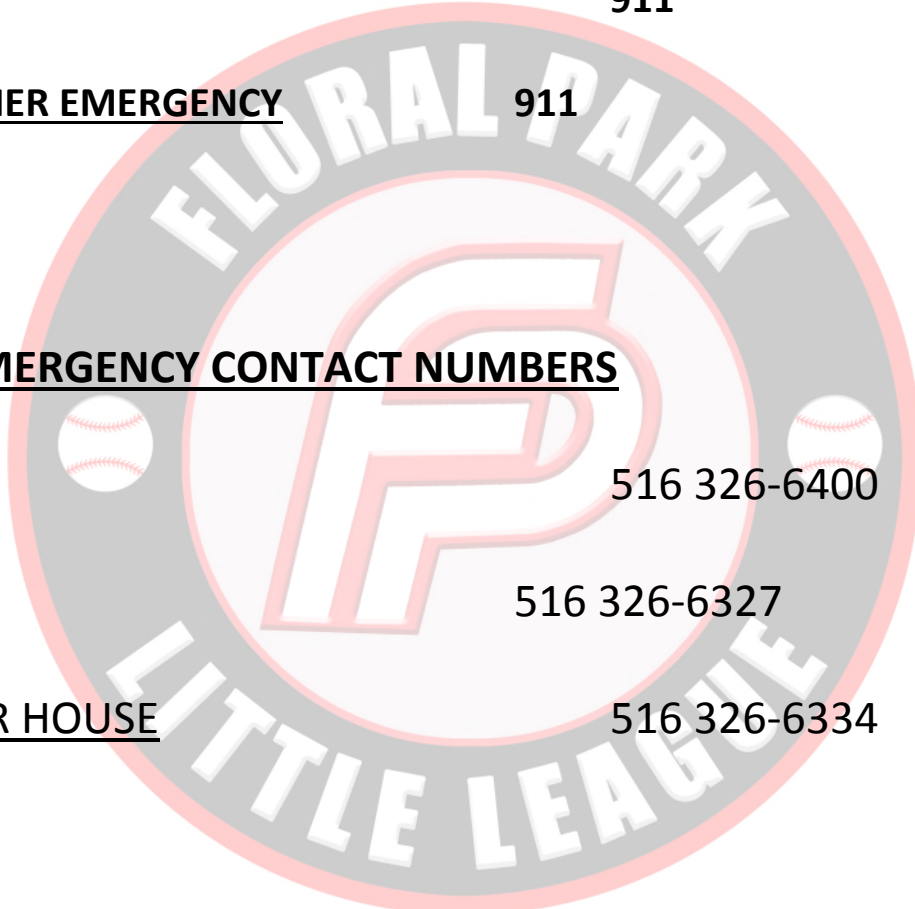
**ANY OTHER EMERGENCY** 911

## **NON EMERGENCY CONTACT NUMBERS**

**POLICE** 516 326-6400

**FIRE** 516 326-6327

**SHELTER HOUSE** 516 326-6334



## **FLORAL PARK LITTLE LEAGUE SAFETY OFFICER:**

Tom Van Buskirk

tomvanbuskirk@gmail.com

917-833-8191

## SCOPE

Floral Park Little League has prepared this plan in attempt to cover all related procedures on all the facets of safety; this manual is then distributed to all Managers and Coaches and made available to anyone who would like a copy. This plan takes into consideration any accidents from the previous year from the incident report. The board tries to implement whatever would be necessary to prevent that same type of injury in the future. This Safety Plan is also reviewed by the District Administrator.

The purpose and scope of this publication are to make the volunteer members of the Floral Park Little League understand that safety is an ongoing concern. The only way we can protect our players and adult members is to be ever vigilant in the pursuit of a safe atmosphere to enjoy the game of baseball with our children.

The second lesson in this publication is the understanding that a complete team effort is necessary to implement the safety program that we have dedicated much time in formulating.

With the total commitment from the league, managers, coaches, players and parents we can continue to enjoy the comforts of a safe season.

# Child Protection

## **Background check**

Little League International has established criteria that each chartered league performs an investigation into the background of all individuals who volunteers in any capacity. Each volunteer will be required to complete a volunteer application form and provide a copy of their photo identification. The background investigation will list any type of convictions nationwide. Each volunteer with Floral Park Little League will be required to have clearance of individual background investigations

## THIS SATISFIES THE LITTLE LEAGUE REGULATION FOR BACKGROUND CHECKS

- NOTE: EACH SEASON THESE WILL BE PERFORMED
- FLORAL PARK LITTLE LEAGUE PROCESSES APPROXIMATELY 200 - 300 BACKGROUND CHECKS FOR ALL VOLUNTEERS, WHICH HIGHLIGHTS THE IMPORTANCE THAT WE PLACE ON THIS PROCESS.
- NO INDIVIDUALS ARE ALLOWED ON THE FIELD FOR PRACTICE OR GAME PLAY THAT HAVE NOT COMPLETED AND BEEN APPROVED UNDER THIS PROGRAM.

## NOTE:

Little League Volunteer Application form is available on our website

<https://www.teampages.com/forms/16355-Volunteer-Application>

# Little League ID Badges

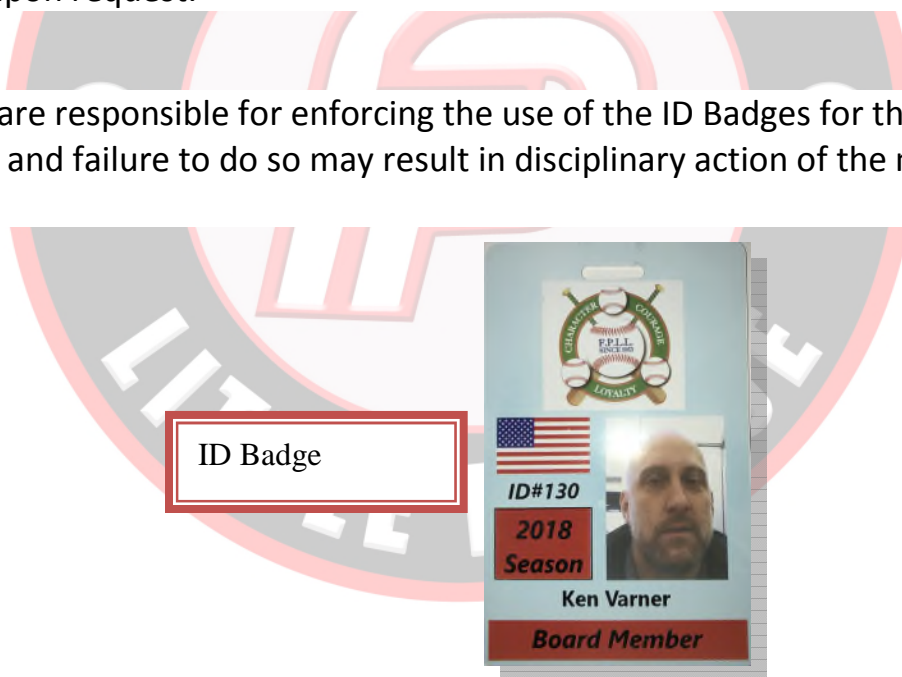
## ID Badge

FPLL has one additional level of protection, which is a mandatory ID Badge for coaches and anyone else who will interact with children on the field. ID Badges will be distributed at our annual Coaches Clinic.

Individuals required to wear ID Badges including all league volunteers: Managers, and Coaches as well as any other individual that comes in direct contact with the players.

Individuals must wear the ID Badge and display it face-up at all times at games and practices. Individuals must present and/or surrender it to ALL Board of Directors upon request.

Managers are responsible for enforcing the use of the ID Badges for their team volunteers and failure to do so may result in disciplinary action of the manager.



## Reason for Policy

The safety of our players is the highest priority for Floral Park Little League. By issuing ID Badges, all league officials, parents and their families may more readily identify those adults who have met the requirements for volunteering as set by Little League International and Floral Park Little League.



# FPLL & Village of Floral Park

## Responsibilities: Buildings & Grounds

**NOTE: Floral Park Little League plays on fields that are under the control of the Village of Floral Park and are maintained by its Parks Department. The Parks Department is responsible for the following items:**

- Complete and submit a completed Little League Facility survey.
- Keep grass trimmed and warning track raked
- Use break-away bases on all fields.
- Maintain all padding on top fence rail
- Make sure all chemicals used on grass are non-toxic
- Proper clay mixture for infield use; keeping clay loose and soft by constant maintenance and moisture.
- Keep pitchers mound and home plate free of holes.
- Maintain a supply of tools and equipment to keep field and clubhouse in proper repair and clean. Replace or repair broken or defective equipment immediately.
- The area outside the fence must be kept free of garbage and debris.
- Keep all fences in good repair and on reoccurring inspection list, to prevent:
  - Injury to players due to broken or loose fence wires
  - Unauthorized persons from entering
- Garbage containers must be emptied daily
- Rest rooms kept clean and free of excess water
- All electrical outlets GFCI protected
- All outside faucets or hose type faucets must be backflow protected.
- All fences are grounded
- All permanent bleachers are grounded
- Keep Field lighting properly maintained:
  - Properly adjusted and Lenses clean
  - Aging bulbs replaced on a regular basis to ensure peak performance.
  - Check with light meter, prior to and throughout the season.
  - Have circuit breakers, grounding and wiring checked annually.
  - Keep a supply of extra bulbs in inventory, for speedy replacement of bad bulbs.
  - Yearly lighting audit



The FPLL is responsible for the following items:

- Be sure managers and coaches get a copy of safety manual yearly.
- Complete a facility survey yearly.
- Post the names and phone numbers of league officials and emergency numbers.
- Inspection of fields by Umpires and managers prior to every game.
- Teams at the end of games are responsible for cleaning up trash generated by their game so it does not build up.
- Managers will inform players that:
  - No running through park
  - No bikes, roller blades in park
  - No ball playing or warming players in spectator area
  - **No swinging bats anywhere but at home plate**

It is also the leagues responsibility to ensure all Little League rules are closely adhered to in regards to all aspects of the game, equipment and safety practices.

The only way this can be accomplished is by training all managers, coaches and umpires so they are all aware of the rules and the interpretations of the rules.

Also with parent orientation yearly and team meetings to let parents know what they should expect from the League and what the league expects from them.

A firm stance on conduct must be maintained at all times. You will find FPLL policies on conduct and there will never be any exceptions to these policies or their penalties.

# CONCESSION STAND

**NOTE:** Floral Park Recreation Center has a privately run Concession Stand. Under a Village Contract the vendor is obligated to meet the following requirements.

- Concession stand must be kept clean and neat constantly; wet slippery floors will undoubtedly cause accidents.
- Staff must be properly trained in the use of all equipment and report faulty or defective equipment immediately.
- All refrigerators maintain a temperature 40 degrees all freezers must maintain a temperature of -10 or below
- Domestic hot water must be kept at a temperature to guarantee proper sanitation of utensils and regulated to a temperature not to exceed 110 degrees in hand washing areas to avoid a scalding hazard.
- Properly charged and rated fire extinguishers on site at all times.
- Floor must be kept clean and grease free to avoid slipping hazard.
- All soda equipment secured for safety.
- Pest control prevention on a regular basis.
- Regular inspections of facility by league and Board of Health
- Any or all spray type bottles SHALL be clearly marked with the contents.
- **League provided First Aid Kit Mounted in Concession Stand.**
- **Copy of Safety Plan Provided and available for viewing at Concession Stand**

# SAFETY EQUIPMENT

**First Aid Kits are provided to each team bag with an outline of Little League First Aid Skills Sheet attached for quick reference. Bags are inspected and resupplied with any needed First Aid Supplies on an annual basis. Additional supplies are available in the league equipment locker.**

- Guarantee all teams have been provided with proper safety equipment for their team, including a properly stocked first aid kit.
- Keep a large inventory of all equipment on hand to replace defective or worn equipment.
- Coaches must be trained to pay close attention to:
  - Proper fit and adjustment condition
  - Procedure to replace defective equipment
- Through training, coaches, umpires and league officials must be made aware of and enforce all safety regulations in the Little League Rules.
  - Cup for male catchers
  - Dangling throat protector
  - Proper helmets
  - No Jewelry (except medical alerts)
  - Extended chest protector

Paying close attention to these types of details could certainly circumvent an accident.

- Managers and coaches must know that any equipment purchased by parents must be inspected by a league official to assure compliance
- A definite plan for replacement of equipment so that faulty equipment is expeditiously replaced.

(Safety Equipment continued)

### **Equipment Replacement Plan**

At the end of every season every team shall inventory all equipment and file equipment inventory report with the League Equipment Officer. **During the regular season the Equipment Committee will replace any equipment that needs replacement on an as needed basis.** If a coach or manager notices broken or damaged equipment that should be replaced, they must turn in the old equipment in order to receive a new or replacement piece of equipment.



# SAFETY TRAINING

A mandatory Managers/Coaches Clinic is held prior to the season start of the season.

**Note: Attendance Record is on File**

All aspects of Safety related to The Floral Park Little League are covered.

**All Board Members will be in compliance with all these items, as they will be in attendance at all training sessions when they are available.**

This training in essence makes every coach on every team the eyes and ears of the safety officer. All coaches are required to be aware of safety issues, address it, or report it to the League immediately.

All are made aware that this training is mandatory every 3 years. At least one Mgr. or Coach will receive training each year.

Safety issues and fundamental training, as well as practice organization and, First Aid are discussed, along with many different types of presentations at each Coaches Clinic. It is the intent for each Manager/coach to be aware of the following:

- Possible injuries caused by overuse, stress or fatigue
- Methods of detection for lay people to recognize these types of injuries
- Simple tests to aide in decision of removing a player from a game or practice after a minor injury.
- Identify baseball type injuries and how they happen apply first aid until help arrives.
- Instruction on baseball fundamentals: warm – up drills, hitting, base running etc.
- Instruct new coaches on the proper coaching techniques.
- Safety lecture comprised of the following issues:
  - Field inspection prior to and during game
  - Proper equipment, fit and replacement policy

(Safety Training continued)

- Proper procedure during an emergency, keep people away make decision to call or not call an ambulance, if in doubt call
- Quality practice time without horseplay, disciplined teams perform safer and have more fun.
- Never dismiss players to strangers or leave them alone waiting. If you have a doubt, bring player to clubhouse and we will take care of it.

## **Additional training: Basic Life Support**

FPLL will make available (upon request) access to Basic Life Support training (AED and CPR training). This training will be handled by our local Police and/or Fire Department/EMS. This training is certified through the American Heart Association.

## **Additional training: Abuse Awareness**

FPLL will make available to all coaches, volunteers, and board members the Abuse Awareness for Minors and Abuse Awareness for Adults training that is available from SafeSport.



# COACHES RESPONSIBILITIES

- Follow all Little League rules and safety rules that the league sets forth. These rules are almost always concerning issues of safety.
- Keep an accurate count on pitches thrown in the game. Strongly discourage the use of breaking pitches.
  - During the month of April pitch counts will be reduced by 20 for players in the Minor American division and up.
  - During the month of April pitch counts will be reduced by 10 for players in the Minor National division and down.
- Always walk the field prior to any game or practice looking for any debris, foreign objects, or any other hazard.
- Keep team disciplined and organized
- Keep equipment clean and maintained
- Report all accidents immediately to the league on the accident /incident form supplied.
- Make sure you always have available to you ice and a first aid kit.
- Pay attention to weather conditions. If there is ever a doubt regarding safety the game must be called immediately. Do not ever risk it. If you stop the game due to lightning, do not resume unless it has been 30 minutes since the last bolt.
- Make parents aware of all safety measures we take to give their child a safe environment to play in.
- Every coach's major responsibility is to the player, providing that player with a pleasant and safe Little League experience.
- Attending fundamental training is required for Coach or Manager
- Attending first aid training as outlined is requirement in Safety Plan
- **Note: Clinics will be held to meet requirement in Safety Plan**
- **A.E.D. (Automatic External Defibrillator) are located at our local fields; one each in the Shelter House, one at the Pool Building, as well as an A.E.D. station located next to the volleyball courts. Park employees are trained in their use (516 326-6334).**



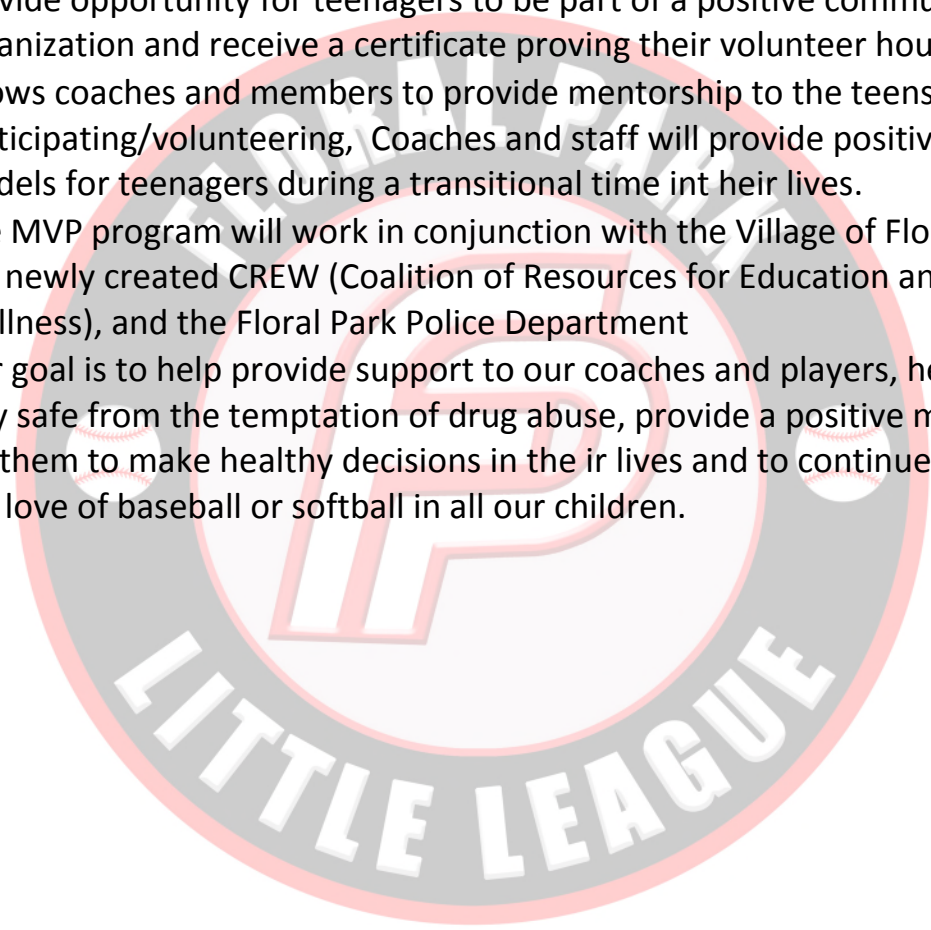
# Parents' Responsibilities

- Encourage your child to behave and practice.
- Let the coaches know what practice your child participated in prior to games and/or practice. If you had him throw 50 pitches prior to a game or practice inform the coach so they are aware.
- If your child is injured don't try to keep him in if he can't participate
- Any injury that needs medical attention requires a written note from the doctor releasing the player to return to play.
- Do not interfere with coaching staff during games or practice, as this will distract the staff, if you have questions wait until after the game or practice when that person is free.
- Inform players and attendees of the games:
  - No running through park
  - No bikes, roller blades in park
  - No ball playing or warming players in spectator area
  - No swinging bats anywhere but at home plate

# FPLL MVP Program

The Mentor Volunteer Program (MVP) has been created by the Floral Park Little League to provide volunteer opportunities for our community teenagers. The goals of the program are as follows:

- To assist coaches working with our youngest players.
- Provide opportunity for teenagers to be part of a positive community organization and receive a certificate proving their volunteer hours.
- Allows coaches and members to provide mentorship to the teens participating/volunteering, Coaches and staff will provide positive role models for teenagers during a transitional time in their lives.
- The MVP program will work in conjunction with the Village of Floral Park, the newly created CREW (Coalition of Resources for Education and Wellness), and the Floral Park Police Department
- Our goal is to help provide support to our coaches and players, help teens stay safe from the temptation of drug abuse, provide a positive mentorship for them to make healthy decisions in their lives and to continue to foster the love of baseball or softball in all our children.



# SAFETY CODE

## *Dedicated to Injury Prevention*

- Responsibility for Safety procedures should be that of an adult member of Floral Park Little League.
- Arrangements should be made in advance of all games and practices for emergency medical services Managers, coaches, and umpires should have training in first-aid. First-aid kits are available at the facility to each team manager and are located at the concession stand, Shelter House and Pool Building.
- **A.E.D. (Automatic External Defibrillator) are located at our local fields; one each in the Shelter House, one at the Pool Building, as well as an A.E.D. station located next to the volleyball courts. Park employees are trained in their use (516 326-6334).**
- No games or practices should be held when weather or field conditions are not good, particularly when lightning is present.
- Play area should be inspected frequently for holes, damage, stones, glass and other foreign objects.
- All team equipment should be stored within the team dugout, or behind screens, and not within the area defined by the umpires as "in play".
- Only players, managers, coaches, and umpires are permitted on the playing field or in the dugout during games and practice sessions.
- Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose or the team's manager and coaches.
- Procedure should be established for retrieving foul balls batted out of playing area.
- During practice and games, all players should be alert and watching the batter on each pitch.
- During warm-up drills players should be spaced so that no one is endangered by wild throws or missed catches.
- All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by, and thus endanger spectators (i.e., playing catch, pepper, swinging bats, etc.)

(Safety Code continued)

- Equipment should be inspected regularly for the condition of the equipment as well as for proper fit.
- Batters must wear Little League approved protective helmets during batting practice and games.
- L Screens are available for all practices - for all age groups
- Catcher must wear catcher's helmet, mask, throat guard, long model chest protector, shin guards and protective cup with athletic supporter at all times (males) for all practices and games. NO EXCEPTIONS. Managers should encourage all male players to wear protective cups and supporters for practices and games.
- Except when runner is returning to a base, headfirst slides are not permitted.
- During sliding practice, bases should not be strapped down or anchored.
- At no time should "horse play" be permitted on the playing field
- Parents of players who wear glasses should be encouraged to provide "safety glasses"
- Player must not wear watches, rings, pins or metallic items during games and practices.
- The Catcher must wear catcher's helmet and mask with a throat guard in warming up pitchers. This applies between innings and in the bull-pen during a game and also during practices
- Managers and Coaches shall not warm up pitchers before or during a game.
- On-deck batters are not permitted (except in Juniors Division).

**See a need to add to the safety code?**

**Contact: Any League Board member. (See page 2 of this document for contact information).**

# Some Important Do's and Don'ts

## Do...

- Reassure and aid children who are injured, frightened, or lost
- Provide, or assist in obtaining medical attention for those who require it.
- Know your limitations.
- Carry your first-aid kit to all games and practices
- Assist those who require medical attention - and when administering aid, remember to:
  - LOOK for signs of injury (*Blood, Black-and-blue deformity of joint etc.*).
  - LISTEN to the injured describe what happened and what hurts if conscious. Before questioning, you may have to calm and soothe an excited child.
  - FEEL gently and carefully the injured area for signs of swelling, or grating of broken bone.
  - Make arrangements to have a cellular phone available when your game or practice is at a facility that does not have any public phones.

## Don't...

### **Don't provide care above your level of training.**

- Administer any medications
- Provide any food or beverages (other than water)
- Hesitate in giving aid when needed
- Be afraid to ask for help if you're not sure of the proper procedures (i.e., CPR, etc.)
- Transport injured individuals except in extreme emergencies
- Leave an unattended child at a practice or game
- Hesitate to report any present or potential safety hazard to the Safety Officer immediately.

# Head Injuries (Concussions)

Floral Park Little league has implemented a concussion awareness campaign for our coaches and managers. This program is an awareness program and is not mandatory, but is strongly suggested for all seasons moving forward. The program will offer education and resources to the coaches and manager, as well as bring an awareness program to the players and their families.

The Floral Park Little league will offer training resources to our coaches and managers and an awareness campaign to the family and players.

**Floral Park Little League is strongly suggesting the following protocols to our coaches and managers:**

1. A youth athlete who is suspected of sustaining a concussion or head injury must be removed from play – “when in doubt, sit them out”
2. If you think your athlete has sustained a concussion...take him/her out of play, and have the parent/guardian seek the advice of a health care professional experienced in evaluating for concussion.
3. A youth athlete who has been removed from play **should receive written clearance from a licensed health care provider prior to returning to play**

## THE FACTS

- A concussion is a **brain injury**.
- All concussions are **serious**.
- Concussions can occur **without** loss of consciousness.
- Concussions can occur **in any sport**.
- Recognition and proper management of concussions when they **first occur** can help prevent further injury or even death.

# WHAT IS A CONCUSSION?

A concussion is an injury that changes how the cells in the brain normally work. A concussion is caused by a blow to the head or body that causes the brain to move rapidly inside the skull. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious. Concussions can also result from a fall or from players colliding with each other or with obstacles, such as a goalpost, even if they do not directly hit their head.

The potential for concussions is greatest in athletic environments where collisions are common. Concussions can occur, however, in **any** organized or unorganized sport or recreational activity. As many as 3.8 million sports and recreation-related concussions occur in the United States each year.

## RECOGNIZING A POSSIBLE CONCUSSION

To help recognize a concussion, you should watch for the following two things among your athletes:

1. A forceful blow to the head or body that results in rapid movement of the head.  
-and-
2. Any change in the athlete’s behavior, thinking, or physical functioning. (See the signs and symptoms of concussion.)



(What is a concussion continued)

## **SIGNS AND SYMPTOMS**

### **SIGNS OBSERVED BY COACHING STAFF**

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets sports plays
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or falls

### **SYMPTOMS REPORTED BY ATHLETE**

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right"

## ACTION PLANS

### WHAT SHOULD A COACH DO WHEN A CONCUSSION IS SUSPECTED?

1. Remove the athlete from play. Look for the signs and symptoms of a concussion if your athlete has experienced a bump or blow to the head. Athletes who experience signs or symptoms of concussion must not be allowed to return to play. When in doubt, keep the athlete out of play.
2. Ensure that the athlete is evaluated right away by an appropriate health care professional. Do not try to judge the severity of the injury yourself. Health care professionals have a number of methods that they can use to assess the severity of concussions. As a coach, recording the following information can help health care professionals in assessing the athlete after the injury:
  - Cause of the injury and force of the hit or blow to the head
  - Any loss of consciousness (passed out/knocked out) and if so, for how long
  - Any memory loss immediately following the injury
  - Any seizures immediately following the injury
  - Number of previous concussions (if any)
3. Inform the athlete's parents or guardians about the possible concussion and give them the fact sheet on concussion. Make sure they know that the athlete should be seen by a health care professional experienced in evaluating for concussion.

(Action Plan continued)

4. Allow the athlete to return to play only with permission from a health care professional with experience in evaluating for concussion. A repeat concussion that occurs before the brain recovers from the first can slow recovery or increase the likelihood of having long-term problems. Prevent common long-term problems and the rare second impact syndrome by delaying the athlete's return to the activity until the player receives appropriate medical evaluation and approval for return to play.

### **Licensed Health Care Providers**

What licensed health care providers are trained in the evaluation and treatment of concussions/brain injuries and authorized to allow the athlete to return to play? Medical Doctors (MD); Doctor of Osteopathy (DO); Advanced Registered Nurse Practitioner (ARNP); Physician's Assistant (PA); Licensed Certified Athletic Trainers (ATC)

# Floral Park Little League's

## Code of Conduct

- Speed Limit 5 mph in roadways and parking lots while attending any Floral Park Little League function. Watch for small children around parked cars.
- No Alcohol allowed in any parking lot, field, or common areas within the Floral Park Recreation Center.
- No Playing in parking lots at any time.
- No Playing on and around lawn equipment.
- Use Crosswalks when crossing roadways. Always be alert for traffic.
- No Profanity please.
- No Swinging Bats or throwing baseballs at any time within the walkways and common areas of a Floral Park Recreation Center.
- No throwing balls against dugouts or against backstop. Catchers must be used for all batting practice sessions.
- No throwing rocks.
- No horseplay in walkways at any time.
- No climbing fences.
- No pets are permitted at Floral Park Little League games or practices.
- Only a player on the field and at bat, may swing a bat.
- Observe all posted signs. Players and spectators should be Alert at all times for Foul Balls and Errant Throws.
- During game, players must remain in the dugout area in an orderly fashion at all times.
- After each game, each team must clean up trash in dugout and around stands.

Failure to comply with the above may result in expulsion from the Floral Park Recreation Center.

# Communicable Disease Procedures

1. Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it before the athlete may continue.
2. Routinely, use a glove to prevent mucous membrane exposure when contact with blood or other body fluids is anticipated (provided in first-aid kit).
3. Immediately wash hands and other skin surface if contaminated with blood.
4. Clean all blood contaminated surfaces and equipment.
5. Managers, coaches, and volunteers with open wounds should refrain from all direct contact until the condition is resolved.
6. Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards and other articles containing body fluids.
7. Each team equipment bag will contain an additional uniform to be used as a replacement so as the player may change into if their uniform becomes in contact with blood. A plastic bag will be provided to minimize contact with bloodborne pathogen.

# Accident/Incident Reporting Procedure

**What to report** - An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported to the Safety Officer. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest.

**When to report** - All such incidents described above must be reported to the Safety Officer *within 48 hours* of the incident.

The Safety Officer is:

Tom Van Buskirk      tomvanbuskirk@gmail.com      917-833-8191

**How to make the report** - reporting incidents can come in a variety of forms. Most typically, they are *telephone conversations*. At a minimum, the following information must be provided:

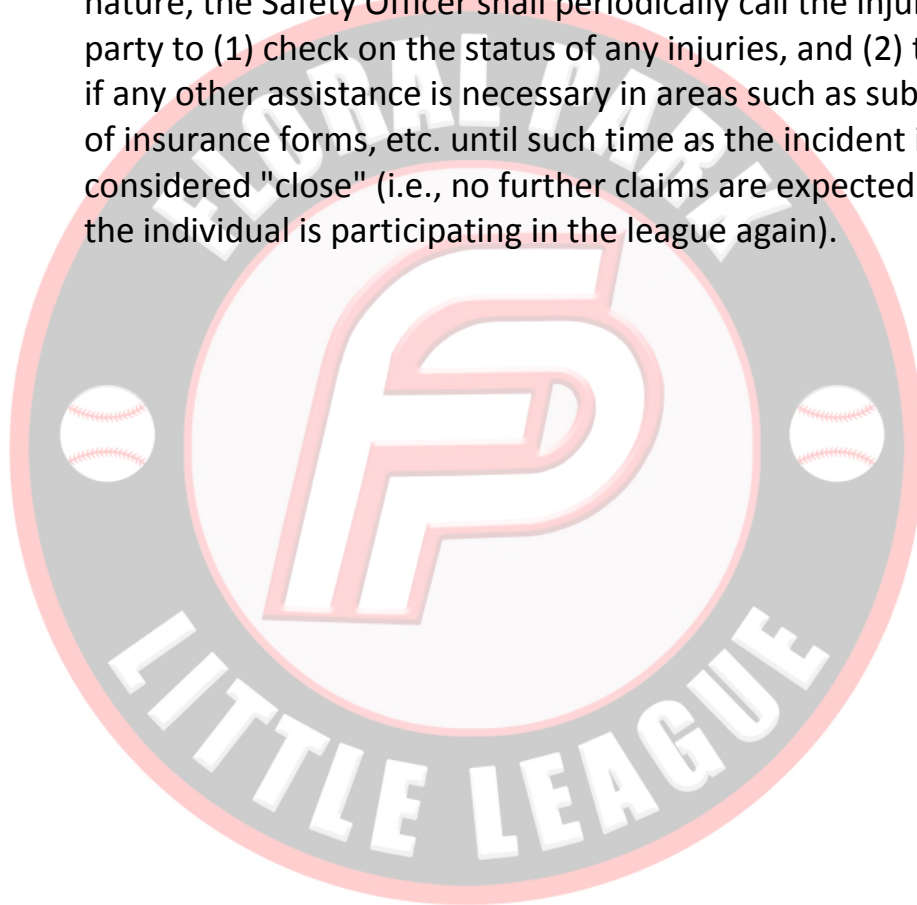
- The name and phone number of the individual involved
- The date, time, and location of the incident
- As detailed a description of the incident as possible
- The preliminary estimation of the extent of any injuries
- The name and phone number of the person reporting the incident.

**Safety Officer's Responsibilities** - Within 48 hours of receiving the incident report, the Director of Safety will contact the injured party or the party's parents and

1. Verify the information received;
2. Obtain any other information deemed necessary;
3. Check on the status of the injured party

(Accident/Incident Reporting Procedure continued)

4. In the event that the injured party required other medical treatment (i.e., Emergency Room visit, doctor's visit, etc.) will advise the parent or guardian of the Floral Park Little League's insurance coverage's and the provisions for submitting any claims. If the extent of the injuries are more than minor in nature, the Safety Officer shall periodically call the injured party to (1) check on the status of any injuries, and (2) to check if any other assistance is necessary in areas such as submission of insurance forms, etc. until such time as the incident is considered "close" (i.e., no further claims are expected and/or the individual is participating in the league again).





# SUMMARY

The preceding pages have outlined a league safety plan that will be vigorously enforced and maintained. This plan along with a detailed Facility survey is submitted to Little League Baseball as well for their approval as an adequate program to protect the players, staff and spectators.

Note: As well as in this publication all contact information of the Board Members are posted on the bulletin boards in the Shelter House and any numbers you may need are also listed.

Copies of this plan are posted, published and distributed to all volunteers as required by Little League.

Additionally, this document is available for viewing at:

**<http://www.floralparklittleleague.com/organizations/3626/documents>**

NOTE: Facility Survey submitted on line

